

COPYRIGHT DATES OF VDOT PROPERTIES

CHAPTER 370.

24 VAC 30-370-10. Definitions.

The following words and terms, when used in this chapter, shall have the following meaning, unless the context clearly indicates otherwise:

“Intellectual Property” means an invention or creation which is patentable or copyrightable. Note: A "creation" is a written entity that is protected by a copyright; an "invention" is a physical object or process which is protected by a patent.

“State employee” means an employee who is classified, unclassified, full-time, part-time, hourly, or a consultant under state contract.

24 VAC 30-370-20. ~~Introduction~~ Purpose.

This policy protects certain property created or invented by employees during working hours, within the scope of employment, or when using state-owned or state-controlled facilities.

24 VAC 30-370-30. Policy.

A. All intellectual property created by state employees or consultants under contract to the state must be protected on behalf of the Commonwealth of Virginia. Such protection can be in the form of a copyright notice, a notice of patent application, or a patent.

B. A disclosure form must be completed when a creation or invention is developed.

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TERM	MEANING
Intellectual Property	An invention or creation which is patentable or copyrightable. Note: A "creation" is a written entity that is protected by a copyright; an "invention" is a physical object or process which is protected by a patent.
State Employee	Any employee who is classified, unclassified, full time, part-time, hourly, or a consultant under state contract.

24 VAC 30-370-40. Kinds of Intellectual Property.

Intellectual property includes: artwork; biochemicals; botanical plants; chemicals; compounds; computer software; written materials; data bases; designs; equipment; invented processes; materials; and photographs.

24 VAC 30-370-50. Copyright Notice.

Copyright notices will follow one of three formats:

- A. Copyright 1998, Commonwealth of Virginia
- B. Copr. 1998, Commonwealth of Virginia.
- C. © 1998, Commonwealth of Virginia.

24 VAC 30-370-60. Location of Copyright Notice.

The following table identifies the location of copyright notices:

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If the item is a . . .	Then the copyright notice should be . . .
Publication	on the inside title sheet.
Single sheet or other item	on the front, below the title.
CADD developed title sheets	automatically printed on the title sheet.
Computer software or data bases	cover page of written documentation and title screen.

24 VAC 30-370-70. Patents.

The decision to apply for a patent must be made by the Secretary of Administration; such decision must be made within a year of completing the disclosure forms. Until such time as the patent is granted, inventions shall clearly display the words "patent pending; " after the patent is granted, inventions shall bear the patent registration number.

Marketability.

~~Some intellectual property has marketable value to the Commonwealth. Contact the Intellectual Property coordinator in the Management Services Division for further information about Intellectual Property registration procedures, copyrights or patents.~~